

EXPLANATION SHEET

The research conducted by the AF Command and Control Development Division requires personnel who by training, ability, interest and personal temperament are good research workers. In evaluating the research potentialities of prospective employees, we would like to get the considered opinion of former teachers, instructors, or associates who are acquainted with the applicant, and who know the quality of his work. Your help in selecting such personnel is desired on the basis of your knowledge of the applicant. We will have a transcript of his college work for determining the quality of his training.

We feel that there are certain qualities or traits which an individual must have in some acceptable combination if he is to perform either independent research or to participate in organized research. Both types of research exist at the Air Force Command and Development Division.

To assist you in your evaluation of these traits, we are inclosing a questionnaire form for your convenience in answering if you care to use it. Otherwise we would appreciate, and might prefer, a letter covering essentially the same traits as are listed on the inclosed form plus any other information which seems pertinent. We are particularly interested in any research work he may have done and his ability to handle the experimental and analytical portions of the problem.

We realize that some of these qualities are difficult to judge objectively, even for those applicants having graduate experience or training. They are even more difficult to determine for recent college graduates. Nevertheless, your considered appraisal is desired with respect to all the qualities of which you have personal knowledge. Since your judgement should be based on his past performance, any items you have had no opportunity to observe or do not know from good sources should be omitted.

If you feel that someone else knows more about the applicant than yourself, feel free to ask him for information. If someone besides yourself fills out the form, that person should sign it.